

OFFICE OF THE CHIEF OF POLICE

SPECIAL ORDER NO. 5

March 1, 2012

SUBJECT: DEPARTMENT MANUAL SECTION 3/794.35, AREA WATCH
COMMANDER/INCIDENT COMMANDER - RENAMED AND REVISED;
MANUAL SECTION 3/794.37, FORCE INVESTIGATION DIVISION
INVESTIGATIONS - REVISED; MANUAL SECTION 3/794.36,
ADDITIONAL NOTIFICATION REQUIREMENTS - DELETED; AND
MANUAL SECTION 3/794.38, NOTIFICATION TO THE DISTRICT
ATTORNEY AND INSPECTOR GENERAL - DELETED

PURPOSE: In response to the results of a recent audit by
Internal Audits and Inspections Division, Department
Manual Section 3/794.35, *Area Watch Commander/Incident Commander*,
is renamed and revised to establish a specific timeline for the
Area watch commander/Incident Commander to notify Real-Time
Analysis and Critical Response Division (RACR) and for RACR to
make their notifications when a Categorical Use of Force (CUOF)
incident occurs. This order also revises Department Manual
Sections 3/794.37, *Force Investigation Division - Investigations*,
to include the liaison duties with the District Attorney and the
Inspector General. Additionally, this order deletes Department
Manual Section 3/794.36 - *Additional Notification Requirements*,
and 3/794.38 - *Notification to the District Attorney and
Inspector General*, as the notification responsibilities are
detailed in other Manual sections.

PROCEDURE:

- I. DEPARTMENT MANUAL SECTION 3/794.35, AREA WATCH
COMMANDER/INCIDENT COMMANDER - RENAMED AND REVISED.
This section is renamed *Categorical Use of Force -
Notifications* and is revised to establish a 30 minute
timeline for notification by Area watch
commanders/incident commander to RACR and an additional
20 minutes for RACR to make their notifications upon
learning that a CUOF incident has occurred. Attached is
the revised Manual Section 3/794.35, with revisions in
italics.
- II. DEPARTMENT MANUAL SECTION 3/794.37, FORCE INVESTIGATION
DIVISION - INVESTIGATIONS - REVISED. Force Investigation
Division (FID) Liaison responsibilities with the District
Attorney and the Inspector General have been moved to
this Manual section from Manual Section 3/794.38.

March 1, 2012

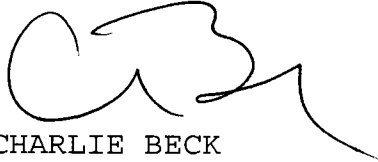
III. DEPARTMENT MANUAL SECTION 3/794.38, NOTIFICATIONS
TO THE DISTRICT ATTORNEY AND INSPECTOR GENERAL - DELETED.

This section has been deleted as the notification responsibilities are assigned to RACR in Department Manual Section 3/794.35.

IV. DEPARTMENT MANUAL SECTION 3/794.36, ADDITIONAL
NOTIFICATION REQUIREMENTS - DELETED. This section has
been deleted as the procedures are detailed in other
Manual sections.

AMENDMENTS: This Order amends Sections 3/794.35, and 3/794.37,
and deletes Sections 3/794.36 and 3/794.38 of the Department
Manual.

AUDIT RESPONSIBILITY: The Commanding Officer, Internal Audits
and Inspections Division, shall review this directive and
determine whether an audit or inspection shall be conducted in
accordance with Department Manual Section 0/080.30.



CHARLIE BECK
Chief of Police

Attachment

DISTRIBUTION "D"

**DEPARTMENT MANUAL
VOLUME III
Revised by Special Order No. 5, 2012**

794.35 CATEGORICAL USE OF FORCE – NOTIFICATIONS. *Notification responsibilities after a CUOF are established as follows:*

Area Watch Commander/Incident Commander. *The Area watch commander/Incident Commander is responsible for making the following notifications within 30 minutes of learning that a CUOF incident has occurred:*

- *Real-Time Analysis and Critical Response Division (RACR);*
- *Area commanding officer of the Area of occurrence; and,*
- *Bureau commanding officer of the Area of occurrence.*

Note: *In such instances where the notification is beyond the 30 minutes, the justification must be documented in the Watch Commanders Daily Report, Form 15.80.00.*

Real-Time Analysis and Critical Response Division. *Real-Time Analysis and Critical Response Division is responsible for making the following notifications within 20 minutes of being notified by the Area watch commander/Incident Commander that a CUOF incident has occurred:*

- *Force Investigation Division (or the designated on-call FID team during non-business hours);*
- *Office of the Chief of Police or his designee;*
- *Chief of Staff; and,*
- *Office of the Inspector General (OIG) on behalf of the Board of Police Commissioners.*

Additional Notifications Requirements. *As soon as possible after being notified of a CUOF incident, but not required within 20 minutes, RACR is responsible to make notifications to the following entities:*

- *Commanding Officer, Professional Standards Bureau;*
- *Involved employee(s) commanding officer;*
- *Department Risk Manager; and,*
- *Los Angeles District Attorney's Office for those cases identified in the roll out protocol governing such notifications.*